26 FEB 1986

OIT-0153-86

MEMORANDUM FOR: Chief, Real Estate and Construction Division, OL

STAT FROM: [redacted]
Deputy Director for Operations, OIT

SUBJECT: Project Coordination

STAT REFERENCE: Your memo, dtd 8 Jan 86, [redacted]
STAT [redacted]

I share your concern about the need for closely coordinated interaction between our components in site preparation activities.
STAT You should consider [redacted] Chief of my Engineering Services Group, to be your point of contact for all of those projects. The
STAT only exception is [redacted] for which (as you are
STAT aware), [redacted] is your contact. I have asked [redacted] to work
STAT with you to establish a close working relationship. [redacted] can
STAT be reached on ext [redacted] I am confident that together we can reduce the problems we mutually share and improve our service.

STAT [redacted]

STAT ESG/OIT [redacted] (24 Feb 86)

Distribution:
Original - Addressee
1 - DD/OIT-O
1 - ESG Chrono
STAT 1 - [redacted] C/ESG
2 - OIT Registry

8 JAN 1986

MEMORANDUM FOR: Deputy Director of Operations,
Office of Information and Technology

STAT FROM: [redacted]
Chief, Real Estate and Construction Division,
Office of Logistics (RECD/OL)

STAT SUBJECT: [redacted]

1. Pursuant to our telephone conversation on 6 January 1986, attached is a
STAT project summary [redacted] The summary was written by [redacted] an
STAT annuitant who is the OL resident engineer [redacted]

2. The paper identifies several problems, each indicative of an underlying problem. The root problem is that the responsibility for a complete facility is shared by our respective organizations. From a customer perspective, this is objectionable because the customer must deal with multiple individuals to develop requirements for facilities, black and green telephones, delta data terminals and Wang systems. From an OL perspective, this arrangement is unsatisfactory for two reasons: we cannot control schedules, and contractors that are engaged in facilities type work are uncoordinated.

3. As to project control, moves generally are concatenated thereby making it
STAT essential that all involved move as scheduled. In [redacted] a recalcitrant participant has delayed requirements for the phone system and thereby has the potential to delay moving, even though the rest of the facility is ready. We cannot allow this to happen.

4. These are examples where our respective contractors work at cross purposes, one undoing the work recently done by the other. Examples include: one contractor starting work in a room just recarpeted and painted by a different contractor, and a new conduit installation that denies access to a recently installed panel board. Additionally, our specifications need to be expanded and standardized and then the contractor's work must be inspected to insure compliance with the specifications. Examples include: the use and types of grounding systems, the use of the various types of conduit and generally the methods of installation.

5. As we discussed, one option that would better coordinate our respective responsibilities would be to have a representative of your staff assigned to
STAT RECD. A representative of RECD will be in touch with [redacted] in the near
STAT future to discuss this proposal.

[redacted]

cc: 1 - C/HOME
STAT 1 - [redacted]

Attachment

01 13050-86

3 JAN 1985

MEMORANDUM FOR: Chief, Real Estate & Construction Division, OL

VIA: Chief, Field Engineering Branch, RECD/OL

STAT FROM:

SUBJECT:

1. Status Summary:

STAT a. The Phase II and IIA renovations (approximately 138,000 gross square feet) are scheduled for completion on or about 15 February 1986. Approximately 7.5 percent of this area is completed and occupied now (IMS STAT space in ) with an additional 33 percent completed except for punch list items (the Ground Floor including OTS and storage space for OL, OSO, and IMS). The remainder of the First Floor (OTS and OTE space comprising approximately 15 percent of Phases II and IIA) is scheduled for completion on 18 January 1985. "Backbone" grids for Green telephone and Delta Data systems are installed throughout and drops have been installed where component requirements have been given. It appears, however, that occupancy of any portion of the renovated areas is not practicable for an extended period of time and that many areas completed or being completed will require rework. Occupancy delays will occur because neither Black telephone nor Wang distribution systems are installed and, with the exception of approximately four wings of Wang distribution (25 percent of the project area), customer requirements are insufficiently defined to permit design of either system. Additional work requirements are being developed by OTS and OTE (scheduled to occupy approximately 55 percent of the renovated area) who both have apparently undergone recent reorganizations.

b. The extent of occupancy delays caused by absence of Black telephone and Wang systems cannot be estimated by the site engineer but can be guessed at 90 to 120 days, given that requirements collection, design, contracting/work order issuance, and installation are all required. The scope, cost, and schedule of renovation rework is also indeterminate inasmuch as OTS has only recently reconsidered occupying elements and OTE is still developing requirements for its areas.

STAT SUBJECT:

2. Recommended Actions:

a. Prioritize and evaluate the Phase II and IIA areas by the status of occupant requirements for Black telephone, Wang, or facility rework and determine which component's areas
STAT can be completed first. For example,
STAT does not require Wang (Delta Data and IBM "stand-alone" systems are being used) and requires only Black
STAT telephone service for occupancy. OSWR is installing a new project element still defining Wang requirements and will probably occupy with only Black and Green telephone service. These components are logical first priorities for Black telephone design and installation. Wang
STAT requirements are known for COMIREX
STAT and OED and renovation rework is not contemplated. These components are logical first priorities for Wang installation and high priorities for Black telephone design and installation. Conversely, OTS and OTE who are still developing requirements for facility renovation rework logically have low priorities for information system design. Priorities established in this manner should then be evaluated and reordered as necessary based on the urgency of Agency requirements for back-fill space.

b. Determine Method of Wang Construction: The Phase II prime contractor is also an approved Wang installer and could be utilized to install backbone Wang grids by directed change order. Although less cost effective than competitive bidding, utilization of the prime contractor would expedite
STAT Wang installation where requirements are known,
STAT The prime contractor, given his site presence, also represents the fastest source of achieving renovation reworks for OTS and OTE.

c. Schedule: OIT and OL should establish firm schedules by area of responsibility (Black telephone, Wang, renovation rework, component moving) and function (requirements collection, design, contracting/work order issuance, construction) for each component to be relocated.

STAT SUBJECT:

3. Background:

a. Collections of customer requirements and translations into design and facility/systems construction at STAT has differed from previous building acquisitions, apparently because of funding methodology. In the past, RECD provided for the design and construction of both facilities and "backbone" grids for information/communications systems. At STAT however, requirements collection, design, and construction of Wang, Green and Black telephones, and Delta Data systems have been the responsibility of OIT elements. The entire process has been exacerbated by: (1) Reluctance of STAT designated occupants to relocate to and (2) Numerous changes of designated occupants. Initial requirements were collected from customer focal points by RECD/OL utilizing STAT a private architect, supplemented by SA/RECD. RECD obtained requirements included only that Wang and Delta Data information necessary to provide electrical power. Customer requirements were translated into furniture layouts which were approved by component focal points. Furniture layouts were then distributed to: (a) The architect for architectural design; (b) An electrical consultant for power design; and (c) Contel Page engineer Dick Thompson via STAT OIT for information/communications systems requirements collection. Dick Thompson then attempted to reinterview component focal points to determine specific locations for Wang terminals, Green and Black telephones, Delta Datas, and IBM systems. Where this information was obtained, furniture layout plans were annotated and used by Dick Thompson for design of Secure Voice, Delta Data, and IBM grids to be installed by Contel Page construction crews. Additional sets STAT were sent to OIT for Black telephone design and STAT to OIT for Wang design. Both Wang and Black telephone designs require an additional customer interview to determine equipment types and configurations. This final design data has been obtained on Wang systems for COMIREX and OED only. (CCB has only a possible, future requirement.) To date, none of the final Black telephone requirements has been obtained. OIT representatives attribute delays to customer refusal to schedule or attend interviews plus heavy workloads in the Wang and Black telephone offices precluding active follow-up.

STAT SUBJECT:

b. Once Wang requirements are obtained by OIT, they are forwarded to the Wang Corp. for design and competitive
STAT contracting to a group of three contractors
STAT
STAT the low bidder being awarded the contract to install conduit and pull cable.

c. Black telephone requirements are translated into
STAT work order format by OIT and forwarded,
STAT to AT&T for installation. The AT&T area work force has recently been reduced and the
STAT team is currently off Post working at Fort Myer. The availability and response capability of AT&T installers is not known but suspected to be low.

4. Current Wang/Telephone Status (by Component and Building):

a. Green telephone and Delta Data, General: Contel
STAT Page has had an installation team at almost continuously since December 1984. A "backbone" Secure Voice (Green) grid has been installed throughout the building. Drops
STAT have been installed in
STAT most of the Ground Floor and are in progress in some
STAT other areas. Most drop locations, per are speculatively based by him on furniture layout in the absence of accurate customer information. Installation of complete Green telephone and Delta Data systems are not expected to delay building occupancy.

STAT b. Wang terminal and Green and Black telephone locations have recently
STAT been received and entered on drawings by Green telephone grid and drops have been installed for the Ground Floor. Wang systems requirements have not been given to OIT. Black telephone system requirements have not been given to OIT. It is now understood, however, that OTS is completely
STAT reworking its occupancy of the building.
STAT may not come to the building and part of this area will be
STAT taken by
STAT space has been reshuffled with part going to CG. A screen room function is being
STAT designed for and trades are being made for OSO space in
STAT An element scheduled to be relocated from has apparently been "squeezed out" of a designated Ground Floor area. In summary, OTS area utilization at this point is indeterminate.

25X1 SUBJECT:

25X1 c.

(part): Wang power requirements have recently been given to
25X1 RECD for only. Requirements for Green telephone, Black telephone, and Wang systems are not received. No Wang or
25X1 telephone information is available for Conduit for an IBM system is partially run. OTE has stated
25X1 that furniture layouts for may require rework
25X1 and changes are also required in OTE was a late occupancy designee for much of its space and, apparently, only provided preliminary information for initial design. A recent reorganization and change of facilities focal point has also introduced changes.

25X1 d. Green telephone grid and drops are installed. Wang systems are known and power is installed but the grid is not designed. Black telephone information has not been received.

25X1 e. The Green telephone grid is in and drops are being installed. This is a new OSWR element currently without its own Wang system; requirements are expected to be developed at a later date. Black telephone information has not been received.

25X1 f. Power for Wang CPU's was mistakenly left out of facilities design by the architect but is being installed by change order. Wang systems information is available but the grid and drops have not been designed. Green and Black telephone information has not been received.

25X1 g. This element currently uses Delta Data and stand-alone IBM PC's; Wang requirements, if any, will be in the future. Delta Data and Green telephone drops are in but are speculative. Black telephone requirements have not been received.

25X1

25X1 OL/RECD/FEB/GB:JS (2 Jan 86) (febmemo358)

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